



## Minutes

Regular Council Meeting  
Tuesday April 19<sup>th</sup>, 2011  
7:30pm Council Chambers

---

### **Council Present:**

Mayor George Bridge  
Deputy Mayor Terry Fisk  
Councillor Elliott  
Councillor Hembly  
Councillor Faulkner  
Councillor Colwell  
Councillor Turton

### **Staff Present:**

Bill White, CAO/Clerk  
Peg Schieck, Clerical Assistant/Recording Secretary

1. **Call to Order** - 7:30 p.m.
2. **Disclosure of Pecuniary Interest under the Municipal Conflict of Interest Act**  
None declared regarding any items.
3. **Motion to go into Closed Session**- None
4. **Motion to Convene Into Open Session** – None

### **RESOLUTION # 167/11**

**Moved by: D. Turton; Seconded by: R. Elliott**

**THAT the Council of the Corporation of the Town of Minto recess to conduct a Public Meeting.**

**Carried**

### 5. **Public Meeting**

- a) Proposed Zoning Amendment Pt. Lot 25 Concession 1,  
5924 Wellington Road 123, Janet Robb

The application is to amend the existing site specific commercial zoning to include welding and associated uses. The parcel contains a residence and 7000 sq. ft. accessory structure and is designated Prime Agricultural in the Official Plan.

Clerk Bill White advised Council that notice of the public meeting was mailed to property owners within 400 feet of the subject property and applicable agencies on March 31, 2011 and a copy of the public meeting notice was posted at the subject property by the Chief Building Official. The following correspondence was summarized:

1. Minto Fire Chief & Wellington County Engineering no comment.
2. Public Works noted that lands don't have Town sewer or water. A municipal drain crosses the property from east heading southwest into Wallace Township, and the drain is 200 feet or more from any building.
3. Chief Building Official advised that a Site Plan control applies and a Site Plan Agreement is required with the Town before a building permit is issued.
4. Ministry of Transportation (MTO) letter received dated March 15<sup>th</sup>, 2011, requesting deferral of By-law

Linda Redmond County Planner explained the zoning amendment would expand usage to allow a welding shop on the front of the property. Planner Redmond noted that the applicant has requested a deferral until the site specific is clear and the mapping is corrected and expanded. Staff will review the mapping and MTO comments prior to creating the zoning by-law amendment.

Chair Bridge asked the property owner if there were any additional comments, or if anyone wished to comment in favour or in opposition to the proposed amendment.

Chair Bridge asked if there were any further questions from Council regarding the proposed zoning by-law amendment.

Deputy Mayor Fisk inquired as to why the Ministry of Transportation would defer.

Planner Redmond, noted that the MTO may have concerns with another access on to the highway and are looking for clarification.

Chair Bridge stated that to be notified of the decision of the Council of the Town of Minto in respect of the proposed Zoning By-law Amendment application, written request to the Clerk of the Town of Minto is needed.

Chair Bridge asked if there were any further questions regarding the proposed zoning by-law amendment.

With no further comments forthcoming, the Public Meeting adjourned at 7:36 pm.

**RESOLUTION # 168/11**

**Moved by: R. Hembly**

**Seconded by: R. Elliott**

**THAT the Council of the Corporation of the Town of Minto reconvenes into Council.**

**Carried**

**6. Delegation**

Mike Lawless of the Harriston Kinsmen Club informed Council that their Club would like to assist the Town with the Tannery Park project on Elora Street South and would like to have formal discussion on how they can support the project. The Club asked about the timeline of the project.

Mayor Bridge noted that preliminary plans are underway and that the Town was going to seek partnerships in the community and move forward. The next step would be for the Kinsmen to set up a meeting as soon as possible with Town staff.

**7. Minutes of Previous Meetings**

a) Deputy Mayor Fisk clarified his request of staff to review the tile drainage inspection fee to ensure that the Town is recovering costs.

**RESOLUTION # 169/11**

**Moved by: R. Elliott**

**Seconded by: T. Fisk**

**THAT minutes of the April 5<sup>th</sup>, 2011 Committee of the Whole meeting be adopted as presented;**

**Carried**

b) i) Business Arising - Council Meeting Calendar

Councillor Faulkner requested a weekly email of Council related meetings and that notification is sent to Council on a weekly schedule.

Councilor Colwell noted a Council Meeting date as the first Wednesday of June. Mayor Bridge advised the change was due to a community event involving most of Council.

**RESOLUTION # 170/11**

**Moved by: T. Fisk**

**Seconded by: D. Turton**

**THAT Council of the Corporation of the Town of Minto accept the Council meeting calendar as amended; AND FURTHER**

**THAT the Committee of the Whole meeting for June 2011 be dated as Wednesday June 8<sup>th</sup>, 2011; AND FURTHER**

**THAT Notice is posted at the Town of Minto office and on the website.**

**Carried**

ii) Data Fix-Vote by mail

Clerk White provided an overview of his report recommending vote by mail continue for the 2014 election. He explained the link between Datfix and vote by mail.

Councillor Elliott expressed his concerns with the vote by mail process and his opinion it increases chances of fraud with this style of voting. He questioned if cost should outweigh fair voting practice.

Councilor Colwell noted the percentage of people who misuse the system is low. She wondered how other municipalities handle security concerns.

Deputy Mayor Fisk advised council that this is a trust issue and that people should have the benefit of the doubt. He noted that the Town could consider a question on the ballot, regarding voting style.

Councillor Faulkner noted that voting is a matter of integrity. He suggested a possible system of checking the verification of the signature on the ballots.

Councillor Turton stated that this subject has been a dialogue for many years. If 250 municipalities in Ontario are using this system it must be a good system.

Councillor Hembly spoke to the local residents of the Town and we should support the citizens as to what they want.

Mayor Bridge noted that the majority he spoke to liked the vote by mail system. He suggested that on voting day of the election it would be more convenient having polling stations at each of the arenas where people can use their voting kit.

**RESOLUTION # 171/11**

**Moved by: R. Faulkner**

**Seconded by: T. Fisk**

**THAT the Council of the Corporation of the Town of Minto continue with the vote by mail system for the 2014 election, and that the election plan provide for one location in each of Harriston, Palmerton and Clifford for receiving complete voters kits; AND FURTHER**

**THAT the Mayor or Clerk be authorized to sign the February 8<sup>th</sup>, 2011 Memorandum of Understanding with Comprint Systems Inc. carrying on business as DataFix.**

**Carried**

**8. Additions to the Agenda- None**

**9. Current Business**

**a. CAO/Clerk**

i) Severance B55/11 Report PLAN 2011-07, BJ& S Enterprises and J & K Agro Services Inc, Lot 18 Concession 5, 6166 5<sup>th</sup> Line

CAO/Clerk reviewed the staff report and recommended conditions. Mayor Bridge asked Linda Redmond to summarize the application. She noted the County Policy regarding keeping the surplus farm residence was new.

Council discussed the application including regulations on demolishing the surplus home in the future, number of severances per original lot and minimum lot area.

Planner Redmond noted the policy on surplus dwellings was new, there were no regulations prohibiting demonization and minimum lot size and acreage varied depending on site.

**RESOLUTION # 172/11**

**Moved by: T. Fisk**

**Seconded by: R. Hembly**

**THAT the Council of the Corporation of the Town of Minto recommends to the County of Wellington Land Division Committee approval of Severance Application B55/11, BJ**

**& S Enterprises Inc. and J&K Agro-Services Inc. for property located at Part Lot 18, Concession 5 with the following conditions:**

- 1. That prior to a certificate of consent being issued, zoning for the proposed severed and retained lots be in full force and effect to deal with frontage of the severed lot, prohibiting residential on the retained lot, compliance of accessory buildings and other applicable requirements.**
- 2. That safe driveway access onto the retained parcel is confirmed to the satisfaction of the Town.**

**Carried**

ii) Tile Drainage Inspector Appointment

In response to a question from Council, the CAO/Clerk confirmed Mike McIssac had completed his training courses.

**RESOLUTION # 173/11**

**Moved by: R. Faulkner**

**Seconded by: R. Hembly**

**THAT the Council of the Corporation of the Town of Minto appoint Mike McIssac as an inspector of drainage under Section 4 of the Tile Drainage Act.**

**Carried**

iii) Civil Marriage Solemnization Appointments

**RESOLUTION # 174/11**

**Moved by: D. Turton**

**Seconded by: M. Colwell**

**THAT the Council of the Corporation of the Town of Minto appoints Bill White, Peg Schieck and Theresa Campbell as Civil Marriage Solemnization officiates.**

**Carried**

#### **b. Building / Enforcement**

i) March 31, 2011 Building Summary Report

**RESOLUTION # 175 /11**

**Moved by: R. Hembly**

**Seconded by: R. Elliott**

**THAT the Council of the Corporation of the Town of Minto accepts the building permit monthly review ending March 31, 2011.**

**Carried**

#### **c. Economic Development**

i) Palmerston & Harriston Downtown Committee minutes

**RESOLUTION # 176/11**

**Moved by: R. Hembly**

**Seconded by: T. Fisk**

**THAT the Council of the Corporation of the Town of Minto approves the Façade Improvement Grant Application #H05 in the amount of \$1,716.46 for the property located at 44 Arthur Street Harriston; AND FURTHER**

**THAT the minutes of the Economic Development & Planning committee be received for information.**

**Carried**

**d. Finance- None**

**e. Fire- None**

**f. Public Works**

**i) Highway 9 Land Trade Province of Ontario Report**

**RESOLUTION # 177/11**

**Moved by: D. Turton**

**Seconded by: R. Faulkner**

**THAT The Council of the Corporation of the Town of Minto declares the lands known as Part of Lot 83, Concession C & D known as Parts 1 and 2 Plan 61R-10909 on the south side of Highway 9 and Part 3 Plan 61R8397 on the north side of Highway 9 (both parts of the former rail line) as surplus to the needs of the Town of Minto so the lands may be transferred to the Province of Ontario as highway widening; AND FURTHER**

**THAT the CAO/Clerk proceed to issue notice that the Town intends to convey the above lands to the Province of Ontario as part of Property Purchase Agreement with the Province whereby Parts 3 and 4 Plan 61-10909 to the east and west of the former rail lands are acquired by the Town from the Province; AND FURTHER**

**THAT a By-law authorizing the Mayor and Clerk to execute the Property Purchase Agreement with the Province of Ontario, is brought forward at the regular session of Council May 3<sup>rd</sup>, following the issuance of the required notice.**

**Carried**

**g. Recreation**

**i) Donation Policy**

**CAO/Clerk noted the changes made as a result of Committee of the Whole. Council discussed the changes noting youth and youth sport organizations were included.**

**RESOLUTION # 178/11**

**Moved by: M. Colwell**

**Seconded by: D. Turton**

**THAT the Council of the Corporation of the Town of Minto approves the proposed donation policy as amended.**

**10. Correspondence (Blue Binder Council Chambers)**

**RESOLUTION # 179/11**

**Moved by: R. Elliott**

**Seconded by: R. Hembly**

**THAT Council of the Corporation of the Town of Minto accepts the correspondence as information only.**

**Carried**

a) Correspondence requiring Council Action, Earth Day Cleanup

Community Environmental Leadership Program, CELP High School Students  
CAO/Clerk noted the event was Saturday May 7<sup>th</sup> at the I.O.D.E. Park and that Council volunteers were needed to help out for the barbeque.

**RESOLUTION # 180/11**

**Moved by: T. Fisk**

**Seconded by: D. Turton**

**THAT the Council of the Corporation of the Town of Minto supports the Community Environmental Leadership Program with Earth Day Activities as requested by Norwell District Secondary School CELP class.**

**Carried**

**11. By-laws**

a) By-law 2011-45; Civil Marriage Solemnization

**RESOLUTION # 181/11**

**Moved by: D. Turton**

**Seconded by: M. Colwell**

**THAT By-law 2011-45; being a By-law to authorize Civil Marriage Solemnization services; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

b) By-law 2011-46; Signing Officers

**RESOLUTION # 182/11**

**Moved by: M. Colwell**

**Seconded by: T. Fisk**

**THAT By-law 2011-46; being a By-law to appoint signing officers for the Town of Minto; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

c) By-law 2011-47 Tile Drainage Inspector

**RESOLUTION # 183/11**

**Moved by: R. Elliott**

**Seconded by: R. Hembly**

**THAT By-law 2011-47; being a By-law to appoint a Municipal Tile Drainage Inspector for the Town of Minto; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

d) By-law 2011-48

Being a By-law to amend Zoning By-law Amendment 01-86 was deferred pending clarification resulting from the public meeting.

**12. Notice of Motion - None**

**13. Questions/New Business/Announcements**

Councillor Elliott highlighted the Palmerston Lions Convention the weekend of April 29<sup>th</sup> to May 1<sup>st</sup>, 2011. Over two hundred Lions will be attending activities throughout Minto.

**14. Business Arising from Closed Session- None**

**15. Confirmatory**

**RESOLUTION # 184/11**

**Moved by: R. Hembly**

**Seconded by: T. Fisk**

**THAT By-law 2011-49; being a By-law to Confirm the Proceedings of Council at its regular Council meeting held on April 19<sup>th</sup>, 2011; be introduced and read a first, second, third time and passed in open Council and sealed with the seal of the Corporation.**

**Carried**

**16. Adjournment- 9:05 p.m.**

**RESOLUTION # 185/11**

**Moved by: M. Colwell**

**Seconded by: T. Fisk**

**THAT Council of the Town of Minto adjourns to meet again at the call of the Mayor.**

**Carried**